

NURSING ASSISTANT ADVISORY BOARD

MINUTES OF MEETING

OPEN SESSION

October 6, 2009

The Open Session of the Nursing Assistant Advisory Board was called to order at 9:05 a.m. on the above date in Room 104, Rhode Island Department of Health, 3 Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meetings Law, so called, and other applicable sections of the General Laws of the State of Rhode Island as amended.

BOARD MEMBERS IN ATTENDANCE

Kathleen A. Butterfield

Michele Carignan

Teresa Chopoorian

Alice Frezza

David P. Jasinski

Lourdes V. Pichardo

Donna M. Policastro

Irene A. Qi

Laurie Salum

Beverly A. St. Onge

BOARD MEMBERS NOT IN ATTENDANCE

Jamie A. Beauregard

STAFF MEMBERS IN ATTENDANCE

Pamela L. McCue, RN, MS, Director Nurse Registration & Nursing Education

Donna Valletta, Board Administrator

OTHERS IN ATTENDANCE

None

1. ESTABLISHMENT OF A QUORUM

Donna Valletta called the meeting to order at 9:05 a.m. A quorum was established at this time.

2. DIRECTOR AND BOARD ADMINISTRATOR ANNOUNCEMENTS

Donna Valletta and Pam McCue welcomed the Nursing Assistant Advisory Board members and members introduced themselves.

The establishment of the Nursing Assistant Advisory Board and its

member composition as appointed by the Director were discussed. Donna Valletta reviewed the primary roles of the board members, which includes the review of Nursing Assistant Training Program applications as well as quarterly report data summarizing the individual training program examination results and the review of complaints against licensed Nursing Assistants and Medication Aides. Donna Valletta also discussed the expectations of a board member.

The meeting schedule was discussed; meetings are held on the second Tuesday of each month, from 9:00 am to 12:30 pm. Members are encouraged to attend meetings, as active participation is vital to the success of the Board to meet our goals of ensuring a safe and competent nursing assistant workforce. Donna requested to be notified when there is a scheduling conflict. The next scheduled meeting is Tuesday, November 10, 2009. The schedule for 2010 meetings will be bimonthly meetings, beginning with a meeting in January with details to follow.

Pam McCue provided an overview of statute and the promulgation of rules and regulations for the purposes of defining and enforcing minimum standards for training, licensure and discipline by the Department to ensure patient safety. The Board was advised to be cognizant of Section 23-17.9-8, Disciplinary proceedings.

Donna Valletta distributed copies of the statute, Title 23, Health and

Safety, Chapter 23-17.9 Registration of Nursing Assistants, and the corresponding Rules and Regulations Pertaining to Rhode Island Certificates of Registration For Nursing Assistants, Medication Aides, and the Approval of Nursing Assistant and Medication Aide Training Programs, dated March 2008.

The Board expressed concerns relative to current standards and suggested various changes to the rules and regulations. Pam and Donna informed the Board that they are cognizant of the need to revise the rules and regulations and such concerns will be taken under advisement and discussed more thoroughly in upcoming meetings.

Donna Valletta discussed the differences between an Open Session and Executive Session and the Open Meetings law, which includes the requirement to post the Open Session agenda and corresponding meeting minutes on the Office of the Secretary of State website in a timely fashion.

Pam McCue informed the Board that Donna would continue to work diligently on complaints to ensure that disciplinary actions are communicated in a timely manner.

Donna Valletta reviewed the complaint review process and the complaint file format along with the Department's internal form to use during case reviews to document notes and recommend appropriate

disciplinary action based on findings. Donna Valletta will obtain a copy of the complaint criteria and distribute to members.

3. ADJOURNMENT

It was unanimously voted to move into Executive Session pursuant to 42-46-4 and 42-46-5(1) of the Rhode Island General Laws for discussion of job performance, character, physical or mental health of applicants for licensure and licensees and for discussion of investigatory proceedings relating to misconduct by applicants licensure and licensees, and investigatory proceedings regarding allegations of civil or criminal misconduct.

The Open Session adjourned at 12:55 p.m.

Respectfully submitted by

Donna Valletta

Board Administrator